

**BONSAI SOCIETY OF PORTLAND
BOARD MEETING MINUTES
May 7, 2019**

The meeting was called to order at 7:10 PM at Patty Myrick's house.

Present were board members:

| | |
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| President | Joe Johanesen |
| Vice-President in charge of Programs | Reid Parham |
| Vice-President in charge of Membership | Jan Hettick |
| Treasurer | Patty Myrick |
| Secretary | Laura Hudson |

Minutes: The minutes of the April 2, 2019 board meeting were approved. (Jan, Reid)

Jan asked how we are documenting board decisions made via email or phone between meetings. Laura responded that she prints out the email chain and includes it in the binder of minutes. Jan asked if the minutes could include a list of these decisions and Laura agreed to do that.

BOARD REPORTS

President's Report –

- Joe said he that he thought the March meeting went well, but there was a complaint that some of the food brought for hospitality wasn't available to everyone, just set-up volunteers. Joe said he would make it clear that we welcome donations of food and that any such donations will be available for everyone attending the meeting.
- Given Past President Lee Cheatle's heavy workload, the board is requested to leave him off any emails unless his input is specifically needed.

Treasurer's Report –

- The board accepted the Treasurer's report (Reid, Laura)

VP Programs Report

Upcoming programs are:

- May – Young Choe
- June – Andrew Robson
- September – not confirmed
- October – Dennis Vojtilla and Andrew Robson

Patty asked how to dispose of Young Choe's creations at the May meeting? Auction? Jamboree? Reid will ask Young what she intends and then decide.

VP – Membership Report -

- Currently BSOP had 385 members, with 22 renewals outstanding.
- One of the membership forms suggested a new member orientation would be helpful. Jan said that there used to be such a program but it has lapsed since so much information is available on the website. She will review the materials and suggest how we proceed, maybe a quarterly or twice a year orientation before the monthly meeting.

COMMITTEE REPORTS

Ambassador – Keith Wingfield

Auction – Toni Martin

Jan is frustrated that the auction continues to take so much of her time, making it hard to do her job as membership veep. She said the things needed are:

- Help with data entry of items brought for auction (from 5:30 to 7:00)
- Help with posting bids/winners at the auction close (+/- 8:00 to close)

We brainstormed ideas and Patty suggested that we set up a table by the double doors to the auction room where she will do data entry specifically for the auction. Reid offered to be back-up for her, since data entry is part of his job and he is fast and accurate.

Joe will make all announcements about the auction with the microphone, and emphasize the need to wait to claim items and pay until Patty and Jan can post winning bids (+/- 30 minutes)

Audio-visual - Lime Allen

MC agreeable to our video proposal and membership was also supportive. Reid will work with Lime to iron out details and firm up costs.

Events -

We agreed:

- The Newberg Camellia Festival (April 13, 2019) brought in a net profit of \$181 and one new membership. This is a one day event where BSOP has an informational booth. We will continue to participate.
- The Canby Spring Fair (May 4 & 5 2019) brought in a net profit of \$335 and one family membership. This is a 2-day event requiring more volunteer help and more trees to sell. We decided that it isn't worth the cost and effort to continue to be vendors at this

event. We may consider an informational booth next year, depending on how the spring show comes together.

- No spring show in 2019 – Remember to try to match World Bonsai Day on the second Saturday in May 2020. It is time to find a venue for 2020. Joe will talk to Scott Elser about this.
- Portland Nursery show – Reid will chair and coordinate with Keith Wingfield to provide the presentation that the Division Street nursery folks want. Steve Leaming has offered to help, and Alan Taft has said he will attend and help.
- Summer picnic – Set for August 10, 2019 – Joe has taken charge and thinks he can get main courses donated by Olive Garden. Jan VanderVort has offered to help.
- Bonsai Jamboree (aka the Fall show Sept 13 & 14) – Jan and Patty report that all vendor booths are sold. There were some questions about the volunteer sign-ups – committee leads should not sign up, but try to find others to take the slots. If there are gaps, the committee lead can fill in at the time.
- Holiday party is set for Sunday December 15, 2019. No action needed now.

Facilities Coordinator – Reid Parham

It was sure nice to have the center post gone! Set up was much easier. Patty is a bit concerned that MC may ask for more money from BSOP, since the cost was likely more than expected.

Heritage – Steve Leaming & Brandon Myren

Brandon said he is okay with keeping the donated pots now. Jan will follow up on when we can collect them.

Hospitality – We have no one to do hospitality. Joe will announce that we need food donations and volunteers to coordinate it.

Library – Barbara Devitt & Karen Vunkannon

Barb and Karen are coming in early to do the inventory slowly, section by section, before the meetings.

We let our International Bonsai subscription lapse and need to get it reinstated and get the back issues.

Mentorship – Lee Cheatle, Steve Wilcox, Joanne Raiton, Brandon Myren

Mentorship programs are doing fine, but the waiting list needs to be updated. It currently has names of people who cannot participate and looks like there are no opportunities for others to fill in. Jan will talk to Joanne about doing this.

There have been some questions about when we start 2020 sign-ups. Board could see no reason not to begin now. Jan will talk to Joanne about this too.

Newsletter – Peter Pelofske

Deadline is earlier than May 10.

Nominating Committee – not needed until May 2020

Photographer – Jim Baggett

Raffle – Rosemary Webb stepped in and set up the regular raffle, drew the tickets and cleaned up afterwards. Board members should thank her for her help.

We discussed Joanne Raiton's donated trees and the best way to handle the 3-tree special auction. We decided to have separate buckets for each tree, since people will want specific ones. Laura will handle sales for this one again.

Social Media – Scott Tice

Vendor coordinator – Reid Parham

Volunteer coordinator – Patrice Morrow

Webmaster – Karl Holmes is doing some reorganizing of the site to improve access. Joanne Raiton asked to have her care calendar removed because she is updating it, so Karl did.

OLD BUSINESS

- We discussed the info we would like to get from the survey and possible questions:
 - Member level of knowledge now
 - Level and type of classes wanted
 - Where do members go to learn about bonsai – internet, online classes, intensives here or elsewhere in the country, workshops, etc.
 - Topics for meetings and whether they prefer one shot or series on one topic.
- The member who threatened another was not at the meeting, so no action was taken.
- The special raffle sold 90 tickets for \$300 net profit. Winner had bought 2 tickets, but most were singles. Some did buy 5 or more tickets.
- We will set up the help desk each meeting and grab someone to answer questions as needed.

NEW BUSINESS

- Jan asked about including member contact information on the website. After discussion, we agreed that we would continue to do so, but only if the member agrees.
- There are a lot of resource documents on the BSOP website, some from many years ago. Jan asked if we shouldn't get someone to review them and determine which ones should be removed because they are out of date or have inaccurate information. We agreed to review the materials as we can. Jan will ask Karl to let us see and review them.
- Patrice asked that we upgrade our subscription to Sign-up Genius so that we can do multiple sign-ups at once. The board agreed (Patty, Joe)
- Storage cabinets on the stage at MC need to be cleaned out so there is room for the printer. Also, nothing should be stored on top of the cabinets. Jan will talk to Barb and Karen about culling some of the library materials (VHS tapes, e.g.) to make room.
- Future board meetings –Patty Myrick volunteered to continue to host us at her home: 5455 SE Campanario Road in Milwaukie. Thank you Patty! Future board meetings were set for:
 - June 11
 - Possibly sometime in late July or early August

DECISIONS MADE BY EMAIL/PHONE LAST MONTH

- Pay \$150 to Lee Cheatle for Eugene Helping Hand presentation
- Pay \$50 table fee/donation to Newberg Camellia Festival
- Accept Joanne Raiton's tree donation for the May/June special raffle for \$300.
- Order 2 extra 2019 t-shirts in each size for sale later.
- Subscribe to squarespace for BSOP emails at cost of \$288.
- Order navy as background color for 2019 BSOP t-shirts since heathered blue color not available.

The meeting adjourned at 8:58 PM.

Respectfully submitted,

Laura Hudson